

SPECIAL COUNCIL MEETING  
AUGUST 24, 2015 AT 5:00 PM

Mayor Horne opened the meeting by announcing that this was an open meeting of the Common Council. Notice of this meeting was given to the public at least 24 hours in advance of the meeting by forwarding the complete agenda to the official City newspaper, the New Richmond News, and to all news media who have requested the same as well as posting. Copies of the complete agenda were available for inspection at the City Clerk's office. Anyone desiring information as to forthcoming meetings should contact the City Clerk's office.

Roll call was taken.

Members Present: Mayor Horne, Alderman Zajkowski, Volkert, Kittel, Ard, and Jackson.

Members Absent: Alderman Hansen

The Pledge of Allegiance was recited.

Alderman Zajkowski moved to adopt the agenda as presented, seconded by Alderman Kittel and carried.

**Resolution #081505 Proclamation**

Alderman Ard offered the following resolution and moved for its adoption:

RESOLUTION #081505  
THE CITY OF NEW RICHMOND  
PROCLAMATION

COMMEMORATION OF THE 50<sup>TH</sup> ANNIVERSARY OF THE VIETNAM WAR

WHEREAS: The wounds of the past must be tended and healed by the generations of today; and  
WHEREAS: The City of New Richmond, Wisconsin is a Commemorative Partner and is committed to the initiatives set forth by Public Law 110-181 SEC.598; the 2008 National Defense Authorization Act and the Secretary of Defense; and

WHEREAS: The Honor, Valor and Dedication to Freedom as demonstrated by Vietnam Veterans and our allies shall be heralded with the greatest effort of recognition; and

WHEREAS: The 58, 307 Valiant men and women including 1,161 Wisconsin Soldiers, who gave the Ultimate Sacrifice in the defense of Freedom shall not be forgotten; and

WHEREAS: By the combined efforts of the City New Richmond, VFW Post 10818, American Legion Post 80 and 111, Vietnam Veterans of American 331 and the Leathernecks MC (USMC) as well as the many sponsors and supporters; have created Stronger Together – Operation Welcome Home; and

WHEREAS: Stronger Together – Operation Welcome Home will provide an environment for Reflection, Respect, Honor and the Validation of Service to this Nation with the immeasurable Gratitude of the People.

Now, Therefore, I, Fred G. Horne, Mayor of the City of New Richmond, do hereby proclaim September 10-14, 2015, STRONGER TOGETHER – OPERATION WELCOME HOME in the City of New Richmond, Wisconsin in honor of and with respect for the 50th Commemoration of the Vietnam War.

Motion was seconded by Alderman Zajkowski and carried.

**Contract Award for 2015 Street & Utility Projects**

Jeremiah Wendt, Public Works Director, explained the contract. The low bid was from Heartland Contractors from Chippewa. There was a base bid and an alternate bid for a trail on the west side of 115<sup>th</sup> Street. The trail would end at West Seventh Street with a painted crosswalk to the Wastewater Treatment Plant driveway and bike lanes painted down the driveway to the Doar Prairie Restoration. The trail would be on City property. Alderman Kittel moved to accept the total bid from Heartland for \$425,160.31 which includes the alternate bid for the trail, seconded by Alderman Zajkowski and carried.

### **Contract Award for 2015 Richmond Crossing Project**

Jeremiah Wendt, Public Works Director, explained the contract for this project. The low bid was from Albrightson Excavating for \$107,101.78. Alderman Kittel moved to accept the low bid from Albrightson Excavating for \$107,101.78, seconded by Alderman Zajkowski and carried.

### **Cost Sharing Agreement with Lakeside Foods**

Jeremiah Wendt has a letter of intent from Lakeside Foods to pay 50% of the cost of this project. Nick Vivian, City Attorney has a revised agreement with the City paying \$40,237.24 and Lakeside Foods paying \$40,237.24. Alderman Kittel moved to approve the cost sharing agreement with Lakeside Foods as stated, seconded by Alderman Zajkowski and carried.

### **Short-Elliott-Hendrickson Contract for Construction Engineering**

Jeremiah Wendt presented a supplement letter of agreement for engineering services including the alternate bid approved above for the trail totaling \$27,850. Alderman Zajkowski moved to approve the contract with Short-Elliott-Hendrickson not to exceed \$27,850, seconded by Alderman Ard and carried. We can possibly offset some of the engineering costs if staff is available to do this.

### **Public Works Recommendation – Street Naming – Richmond Crossing Development**

The Public Works Committee recommended naming the street from Hamilton Avenue to Culvers Grant Way. Alderman Kittel moved to approve this street name as Grant Way, seconded by Alderman Zajkowski and carried.

### **Public Works Recommendation – Street Naming – Richmond Crossing Development**

The Public Works Committee recommended naming the street from Hamilton Avenue to St. Croix Avenue Roosevelt Drive. Alderman Zajkowski moved to approve this street name as Roosevelt Drive, seconded by Alderman Kittel and carried.

### **Public Works Recommendation – Moving Wall**

The Public Works Committee recommended using barrels and portable signs for the Moving Wall event at Freedom Park due to the fact that the numbers may not be as high because a similar event is happening that same time at Ft. Snelling in Minnesota. There will be additional police officers on duty from September 10-14 so there will be overtime costs involved. Other personnel will be available from the Public Works and Electric departments on Saturday and Sunday as well. No parking signs will be posted along with other temporary signs for the event. The total cost for the signs is estimated at \$3,702.90. Alderman Zajkowski moved to approve the temporary signs and barrels as recommended, seconded by Alderman Kittel and carried. Alderman Ard stated that the Moving Wall Committee will be discussing paying for the cost of temporary signs and barrels of \$3702.90. A final decision will be made on August 25, 2015.

### **Public Works Department Organizational Update and Job Description Approval**

Mike Darrow explained that the organizational update and job description was tabled at the last Council meeting so that all council members could read through the job descriptions. Considerable discussion followed including the title of the new position to be created. It was the consensus of the Council to call this position Operations Manager. Alderman Kittel moved to proceed with the organizational update and approve the job description for the Operations Manager, seconded by Alderman Zajkowski and carried.

### **Departmental Budget Updates and 2016 Budget Process**

Department heads gave presentations for their departments reviewing 2015 and discussing plans for 2016.

### **Student Council Representative Process and Authorization**

Noah Wiedenfeld presented a process for recruiting student representatives for the City Council. The purpose for having a student representative on the Council is to have a learning opportunity and give the Council a different perspective. Criteria include: a City resident; enrolled at New Richmond High School, a private school or home schooled; have an interest in government or willingness to learn; and the confidence to share their opinion. It would be a one year position and every fall a new person would be chosen. Responsibilities include: attend regular Council meetings, participate in discussions, and assist

with one project per academic semester led by the City Council. The position would be supervised by the Management Analyst. The proposal is to advertise the position, make applications available at the High School and library and interview the candidates. The students could receive a letter of recommendation, or another form of recognition for their efforts. If there is a lot of interest we could include student representatives on other boards or commissions as well. Alderman Ard moved to approve the proposal, seconded by Alderman Jackson and carried.

#### **City Library Project Update and Next Steps**

Mike Darrow explained that he has talked to the new School Superintendent and the school board has put the commons property up for sale. They are exhausting all options. No formal offers have been received. The City needs to keep the momentum going. Several options were discussed including finding out the value of the commons property if it is available to the City and they would be willing to purchase it. The consensus of the Council was to have the Library Board brainstorm location ideas and bring those back to the Council in October.

#### **Communications and Miscellaneous**

Alderman Ard stated that we are on the countdown to the Stronger Together Operation Welcome Home event and volunteers are needed for Friday, Saturday and Sunday, September 11-13. Anyone interested in helping, please let her know.

#### **Closed Session**

Alderman Ard moved to go into Closed Session per State Statute 19.85 (1)(c)(e) TIF#6; Employee Benefit Information and/or Wages in Which the City of New Richmond has Jurisdiction; and Labor Negotiations, seconded by Alderman Kittel and carried.

#### **Open Session**

Alderman Ard moved to approve the purchase agreement with Oppidan as discussed in Closed Session, seconded by Alderman Zajkowski, and carried.

Alderman Ard moved to adjourn the meeting, seconded by Alderman Jackson and carried.

Meeting adjourned at 8:28 p.m.

Tanya Reigel  
City Clerk